

ADMINISTRATIVE INTERNAL USE ONLY

16 July 1985

STAT MEMORANDUM FOR: Acting Director, Foreign Broadcast Information Service

FROM: [REDACTED]  
Chief, Administrative Staff, FBIS

SUBJECT: Request for 4 Months Leave Without Pay - [REDACTED]

STAT 1. Paragraph 3 requests your approval.

2. [REDACTED] GS-05, is assigned to FBIS' Production Group, Joint Publications Research Service. She has requested 4 months leave without pay to return to South Carolina and help care for her mother. Her last working day was 15 June 1985; she plans to use the remainder of her annual leave before taking LWOP.

3. I recommend you approve her request for LWOP to provide for her continuity of service with the Agency.

STAT [REDACTED]

APPROVED:

STAT [REDACTED]  
Acting Director, Foreign Broadcast Information Service

17 JUL 1985

Date

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STAT SUBJECT: Request for 4 Months Leave Without Pay [redacted]

STAT DDS&T/FBIS/ADMIN/P&TB [redacted] (10Jul185)

Distribution:

Orig - Addressee (Return to C/AS)  
✓1 - D/FBIS Chrono  
1 - P&TB Chrono  
1 - AS Chrono  
1 - [redacted] File

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